

10-1981

Bulletin of the Rhode Island Library Association v. 54, no. 2

RILA

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Rhode Island Library Association Bulletin

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OCTOBER 1981

RHODE ISLAND LIBRARY ASSOCIATION

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Editorial Notice:

The Bulletin is published monthly except in August. News and articles should be submitted to the editor by the 15th day of each month for publication by the end of that month.

The Bulletin is a publication for public, school, academic and special libraries of Rhode Island. Published by the Rhode Island Library Association, the Bulletin welcomes news and discussion of interest to RILA members. Articles contained herein, however, do not necessarily reflect the ideas of the RILA membership, or the Bulletin staff or advertisers. All articles about library and media matters will be considered. All should be signed and should not exceed ten double spaced typed pages unless the editor is consulted.

The Bulletin subscription rates are \$8.00/year for agencies or individuals not holding membership in RILA. Advertising rates per issue are \$20 per $\frac{1}{4}$ page, \$35 per $\frac{1}{2}$ page, and \$50 per full page. Call the advertising manager for further information.

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RHODE ISLAND LIBRARY ASSOCIATION
BULLETIN

OCTOBER 1981

VOLUME 54 NUMBER 2

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EDITOR'S NOTEBOOK



Like relatives who come together only at weddings and funerals, librarians often meet only at conferences. This year, the RILA conference is focused on three big issues -- access, automation, and accountability. Because there isn't a library, no matter how small, that isn't affected by at least one of these issues, every librarian should find something of interest and significance at this year's conference.

Included in this issue are a schedule of conference events and highlights of some of the major programs. In reading the schedule, you will notice that special times have been set aside this year to examine the exhibits. Pre-registration forms are included for your convenience, and they can also save you money.

In this issue there is a very thorough report by Bill Bergeron on the MINI MARC system recently purchased by Cranston Public Library. You will also find both the old and revised texts of the RILA by-laws which will be voted upon by the membership at the conference. On the state level, we must all be aware of the proposed Umbrella Resolution which will affect the Department of State Library Services as well as the Division of Archives and Records of the State Archives, the State Records Center and the Court Records Center, the Division of State Information Services of the State Library, the State Law Library, and the State Documents Distribution System. A brief synopsis of this important resolution is included in this issue, along with a loose leaf supplement of the entire resolution.

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Richard J. Wallace

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The responses to our questionnaire on format and frequency changes for the Bulletin (the questionnaire appeared in the July/August issue) continue to come in, so we have not yet compiled the results. Many thanks to all of you who took the time to fill out and return the questionnaire and especially to those who added little notes and interesting comments in the margins. If you still have not returned the questionnaire, it's not too late, although it soon will be. So, why not fill it out and send it to me -- right now?

Debbie Barchi



PRESIDENT'S REPORT

There have been very few dull moments since I took office in November. Knowing that the RILA membership is composed of people with many different concerns and interests, I immediately felt the weight of responsibility for representing all facets of the profession without knowing exactly what was wanted of the Association. The Executive Board has been involved in clarifying those issues. In this past year, the Executive Board has followed priorities which they believed were in the best interests of the membership. I believe they have represented you well.

Some highlights of the year's activities were:

- the slide-tape "America's Greatest Bargain" produced, copied and made available for loan to libraries by the Public Relations Committee
- the Salary survey published by the Personnel Committee
- the grievance procedure formalized by the Personnel Committee
- approval of a RIEMA/RILA Joint Committee on School/Public Library Relations
- appointment of a Federal Relations Committee
- new column features, theme issues and new editors for the RILA Bulletin
- demise of the Outreach Committee and reorganization efforts for the Continuing Education Committee
- a new dues structure debated and passed
- proposal for constitutional changes to update and clarify the Constitution are to be discussed and voted upon by the membership
- active participation by individual board members in the Planning Conference for Rhode Island Libraries in the Eighties
- participation by President and Vice-President and committee chairs in a NELA-sponsored state association workshop
- establishment of new lines of communication and cooperative efforts with DSLS
- planning for and participation in welcoming reception for new DSLS director
- landmark cooperation of RIEMA and CRIARL through contribution of funds to pay for the services of a Legislative Information Assistant
- regular communication with the membership on legislative matters through a newsletter, an information network and open meetings
- a large turnout of library representatives at legislative hearings for the DSLS budget and the documents bill
- successful legislative breakfasts in many Rhode Island libraries
- failure of RILA to gain increases in support for libraries or the passage of the Documents Distribution Bill, despite heavy lobbying
- receipt of a petition from RI-JMRT for consideration of roundtable status in RILA
- presentations at public library trustee meetings in the fall
- many other activities...plans upcoming for a public relations campaign,

meeting censorship challenges, a new legislative session, an election...

In concluding, I would like to reiterate some statements made previously. RILA can make a difference for libraries if members actively participate in the Association's activities. There are many opportunities forthcoming -- to join committees, to talk to legislators and other elected officials and patrons about libraries, to write letters and articles, to attend Executive Board and committee meetings, to help keep libraries alive! Think about it, and do it!

Thank you all for your support in the past year.

Respectfully submitted,

Beth I. Perry, President



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CONFERENCE COMMITTEE

The 1980 Annual Conference was, naturally, the sole and final end product of a year of work by an enthusiastic and hard-working committee. Held on Monday and Tuesday, November 17 and 18, 1980, at the Sheraton-Islander Inn in Newport, it drew an attendance of 321 participants. This number was less than the 1979's attendance due to the unforeseen calamities of a blizzard and a conflicting New England-wide library conference, but the response from those who came was positive, judging from evaluation questionnaires. The programs ran the gamut from marketing to illiteracy to authors' lectures, a potpourri designed to appeal to all segments of the library world. A full outline of the programs presented is available from the Committee or RILA Bulletin.

High quality and expensive speakers combined with the natural effects of inflation, made the conference less of a money-maker than in previous years. While in the black, the Conference came perilously close to the red and forced us to cut back in this year's programming. Remaining as ambitious in scope and service as possible, the accent of the Committee in 1980-81 has been budget-consciousness. The support of the Executive Board and fellow Committees in program-planning has made our task, including the production of the October Conference issue of the Bulletin, as smooth a process as possible.

Submitted by:

Kathleen H. Paroline, Co-Chair
Lauri S. Burke, Co-Chair
Beth Perry (ex-officio)
Samuel Streit
Janet Place
Tovia Siegal*
Patricia Thibodeau (current co-chair)
Lucille Sibulkin*

Sylvia Mercier
Steve Kochoff
Sandra Gallup
Barbara Wilson
Shirley Long
Marcia Rich*
Martha Schmidt*

*1980 members



INTELLECTUAL FREEDOM COMMITTEE

The purpose of the RILA Intellectual Freedom Committee is to foster and safeguard the freedom of expression of ideas and freedom of access to those ideas in accordance with the U.S. Constitution, the ALA Library Bill of Rights, the ALA Freedom to Read Statement, and the ALA Free Access to Libraries for Minors.

In summary form, the Committee's objectives are: to provide educational opportunities, to disseminate information, to develop alliances with organizations having common concerns, and to provide aid and advice to those with intellectual freedom problems. These objectives have been met in the following ways: EDUCATIONAL OPPORTUNITIES - Program: "Is Your Classroom Censored?" to be presented at the RIEA Fall Conference. Program: "Confidentiality of Library Records" to be presented at the RILA Fall Conference. INFORMATION: Survey: "Censorship and Young Adults in Rhode Island Libraries", RILA Bulletin, April 1981. Abstract of censorship survey, RIEMA Newsletter, June 1981. IFC Handbook, revised version in preparation. ALLIANCES: R.I. affiliate of the ACLU and the IFC have cooperatively provided aid in censorship cases. IFC Chair represented the committee at the NELA Counterparts session and met other New England IFC chairs. AID: Censorship has increased in Rhode Island, as it has across the nation. Advice and aid were provided for the following: Aldrich Junior High, Warwick--It's O.K. If You Don't Love Me, Norma Klein. Cumberland Public Library--Forever, Judy Blume. U.S. Government regulation requiring a license to import reading matter from Cuba by mail--in cooperation with the ACLU. Scituate Public School Approved Reading List--in cooperation with the ACLU.

The Committee is currently assembling information that will enable it to write and sponsor a bill that would amend the R.I. Access to Public Information Records Law in order to protect the confidentiality of library records.

Submitted by:

Jacquelyn B. Toy (Chair)
Christie Sarles
Paul Lefebvre
Rita Warnock
L.B. Woods
Melody Brown

Janice Wood-Thomas
William Bergeron
Stephen Thompson
Joanne Costanza
Jon Tryon
Claudia Perry-Holmes



PERSONNEL COMMITTEE

During the past year the Personnel Committee completed its work on grievance procedures, organized a survey of salaries of public librarians in the state, and held a workshop on writing personnel policies.

The grievance procedures were finalized, a Request for Action form produced, and a flow-chart of the procedures constructed. A legal opinion was obtained as to the legal effect of these procedures, both on the individual and the Association.

The Committee secured the cooperation of the Graduate Library School and the Department of State Library Services in conducting a survey of the salaries of public librarians in the state. A questionnaire based on another questionnaire used in Massachusetts was distributed by DSLS, and the results were analyzed by the Committee and the Graduate Library School and published in the April issue of the RILA Bulletin. As a result of this initial survey, DSLS has agreed to make the survey a permanent and required part of the annual report submitted by public libraries to the Department.

A workshop on the writing and critique of personnel documents was organized by the Committee and taught by Diane Disney at the Warwick Public Library on May 12. This was a follow-up to the workshop held the previous year.

During the year, the following members resigned: Nancy Chudacoff, Nancy Peace, Ann Parent, and Janet Levesque.

The following new members were added: Florence Doksansky, Jody Bush, David Murray, and Judith Barnett.

Submitted by:
Earl R. Schwass (Chair)
Janice DiFranco
Janet Levesque
Jody Bush
Susan Waddington

Judith Barnett
Florence Doksansky
David Murray
Thomas Surprenant



GOVERNMENT RELATIONS COMMITTEE

The Government Relations Committee continued its emphasis on improved communications among the RILA membership and with the legislators. Legislative Assistant Ellen Dittmer was hired a second year to help direct these efforts, assisted by contributions from RIEMA and CRIARL.

The 1981 objectives of the GRC were to pursue legislation from the previous session: (1) to establish a state depository and distribution center for government documents; and (2) to increase minimum state grant-in-aid for public libraries to fifty cents per capita. Another priority was to support the DSLS budget request for an 8 percent increase in their Fiscal Year 1982 budget.

A stabilization bill, designed to provide compensatory revenues to cities and towns whose funding would decrease because of population loss, failed to secure a sponsor as a result of the uncertainty of the 1980 census status. The grant-in-aid bill experienced a similar fate.

Hearings on the DSLS budget and the Government Documents bills were both well-organized and attended, not only by professionals, but by library users as well. Although these efforts went financially unrewarded, substantial gains were made in opening the channels of communication among the RILA membership. Several factors attributed to this: (1) resumption of the informative Legislative Newsletter, distributed via the Bulletin, (2) distribution of a special pamphlet on R.I. libraries and the RILA legislative objectives, (3) a series of three workshops, held during and directly following the 1981 session, (4) formation of a Legislative Information Network (LIN) to dispatch immediate notification of pending legislation to Association members via telephone network and written communiqués.

Perhaps this year's most significant gains were in improved contacts with local legislators. In addition to urging librarians to communicate with their local representatives through letters and telephone calls, the GRC encouraged and assisted individual libraries to sponsor Legislative Breakfasts. In this first year attempt, a total of eleven public libraries co-sponsored a total of four breakfasts, scheduled at various sites across the state. The purpose of these breakfasts was to afford legislators the opportunity to meet their local libraries first-hand, along with the librarians, trustees, library friends, and other representatives of the community. All participants deemed these breakfasts a tremendous success and plan to build upon the contacts thus gained.

A major committee goal for 1982 is to improve patron awareness of library issues and to solicit more active support from our constituency, the library users.

Submitted by:
Janet A. Levesque (Chair)



CONSTITUTION AND BYLAWS COMMITTEE

The Constitution and Bylaws Committee was charged with the task of revising the entire RILA constitution. In particular, the Committee was to address inconsistencies, operational problems, and ambiguities existing in the current constitution. Given that the Executive Board is compiling a procedural manual for operational details, an additional goal was to streamline the constitution, making it flexible enough to accommodate any procedural changes that might occur with changes in the Executive Board. The procedural manual, then, would supplement the constitution and contain specific information on tasks of the Executive Board and Association committees. The resulting constitutional document contains only the level of organizational detail necessary to support the permanent activities, objectives, and permanent committees of RILA. The new constitution provides procedures to insure continuity in governance and lays down the framework to effect any necessary changes.

The Executive Board has participated in the development and evaluation of this draft constitution and supports its revision.

Submitted by:
Wendy Lougee (Chair)
Ruth Corkill

Bonnie Buzzell
Richard Robbins

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MEMBERSHIP COMMITTEE

The Membership Committee is responsible for maintaining the membership records for the Association. During the 1980-81 membership year, there were 519 individual members and 34 institutional members. The annual membership directory was published in the January 1981 issue of the Bulletin.

In December 1980, Paul Drake (Warwick Public Library) replaced Connie Lachowicz (South Kingstown Public Library) as chair of the committee when the latter was elected NELA Councilor by the Association.

The revised dues structure approved at the November 1980 annual conference was overturned by a mail ballot of the membership in February 1981. A second revised dues structure was approved by the membership in April 1981. This increase took effect with the 1981-82 membership year.

Submitted by:
Paul Drake (Chair)
Peter Bennett
Richard LeDuc

Ronald Reeves
Mary McKenna
Stewart Schneider



FEDERAL RELATIONS COMMITTEE

The election of 1980 resulted in the defeat of many senators and congressmen who advocated federal support for libraries. When the new administration proposed deep cuts in the federal budget, Congress seemed determined to prove that it too had become fiscally conservative. This change marked the beginning of a new phase in the dependent relationship libraries have with government.

Activities of the Federal Relations Coordinator have included attendance at a Legislative Workshop held in Washington, D.C., during the ALA Midwinter Meeting in 1981; visits to Congressional offices; participation in the preparation of an information packet on funding for federal library programs which was sent to library directors in Rhode Island; and use of the newly formed legislative network and the teletype system to alert people of the need to contact their congressional representatives. In August 1981, RILA formed a new Federal Relations Committee and Joan Reeves, Bruce Daniels, and Richard Olsen were appointed as its members.

Efforts will be made during the coming year to achieve an adequate level of federal support for library services. However, the success of such efforts will depend on the active involvement of many librarians, trustees, and friends of libraries.

Submitted by:
Richard A. Olsen, Chair
Bruce Daniels
Joan Reeves



RILA BULLETIN

For the 1980/81 period, the RILA Bulletin was published each month with a combined July/August issue. With an average issue running thirty-five pages and costing about \$450.00, the Bulletin managed to stay just within its budget. The average number of copies printed for each issue of the Bulletin was 720.

This year, Bulletin issues continued to center around current and important topics such as library services to the disabled, salaries, and school and public library cooperation. The biggest change on the Bulletin was the departure of its editor, Shelley Schlessinger. Replacing Shelley in June, 1981 were Deborah Barchi as literary editor and Sharon Charette as technical editor.

In the 1981 July/August issue, a questionnaire concerning possible format and frequency changes for the Bulletin was included. As of this date, the results of the questionnaire have not been compiled, but a report on the results of reader preferences as shown through questionnaire replies will appear in the Bulletin in the near future.

RILA Bulletin Staff:

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Sharon Charette, Technical Editor
Dena Janson, Mailing
Elizabeth Rogers, Jobline
Mary Frances Cooper, Jobline Mailing

Sylvia Krausse, Circulation
Lea M. Bohnert, Contributing Editor
Carol Hryciw, Contributing Editor
Chris LaFauci, Advertising
Gaile DeStephano, Calendar

SCHOLARSHIP

Faxon, an international subscription and serials management agency, is offering a \$3,000 graduate education scholarship and an expense-paid ten week internship program at its Westwood, MA facilities. The Faxon program was established with the cooperation of the American Library Association.

Applications and recommendations forms for the combined scholarship/internship are available from the Staff Liaison, Margaret Myers, OLPR, American Library Association, 50 East Huron Street, Chicago, Ill. 60611.

RILA FALL CONFERENCE

AUTOMATION, ACCOUNTABILITY AND ACCESS

RHODE ISLAND LIBRARY ASSOCIATION
ANNUAL CONFERENCE

Program

November 16 and 17, 1981

MONDAY, November 16

- 8:15 am - 3:30 pm REGISTRATION -- Visit the Exhibits, open 8:30-5:00
- 9:00 am - 10:00 am COMING IN OUT OF THE RAIN: THE UMBRELLA COMMITTEE REPORT
--Speakers: Richard Olsen, Director, Adams Library, Rhode Island College; James Giles, Director, Cranston Public Library; Daniel Bergen, Professor, URI Graduate Library School
A joint commission of RILA and CRIARL, the Umbrella Committee will present its draft of the Umbrella Resolution, legislation unifying State records and information services.
- 9:00 am - 10:30 am PARDON ME, ARE YOUR RECORDS SHOWING? (WE'LL NEVER TELL)
--Speakers: Steve Erickson, Attorney; Sharon Plummer, Connecticut IFC Chair; Steve Brown, Director, ACLU; Jon Tryon, Professor, URI Graduate Library School
Sponsored by the Intellectual Freedom Committee. A panel discussion centered around the controversial issue of the confidentiality of library records.
- 10:00 am - 11:00 am EXHIBITORS COFFEE HOUR - VISIT THE EXHIBITS
- 11:00 am - 12:30 pm MICROCOMPUTERS ON A MINI BUDGET
--Speakers: Richard Casabonne, Marketing Manager, UNICOM; Earleen Gamache, Director, Lincoln Public Library; Richard Payette, Reference Librarian, West Warwick Public Library System; Jeffrey Vale, Library Aide, R.I. Department of State Library Services; Jean L. Nash (moderator), Director, West Warwick Public Library System
A program highlighting the many uses of the microcomputer for all types of libraries.

MONDAY, November 16 (continued)

- 11:00 am - 12:30 pm LIMITED ACCESS ONLY? - THE HANDICAPPED AND LIBRARIES
--Speakers: Deborah Barchi, Librarian, Meeting Street School;
Joan Carlson, Librarian, School for the Deaf;
Richard LePuc, Supervisor of Service to the
Handicapped, DSLS; Esther Littell, President,
Paraplegic Association of Rhode Island
A professional and personal look at the problems in creating
access to libraries for the handicapped.
- 12:30 pm - 2:00 pm LUNCHEON - VISIT THE EXHIBITS
- 2:00 pm - 3:00 pm DO YOU MEASURE UP?: STANDARDS FOR RHODE ISLAND
A presentation of the proposed public library standards by
the Rhode Island Department of State Library Services.
- 2:00 pm - 4:00 pm SOMETHING FOR NOTHING? WHAT'S IN IT? FOR WHOM?--A NEW
LOOK AT VOLUNTEERS
--Speaker: Alice Warner Sizer, Information Guild Librarian,
writer, business woman and volunteer herself
Ms. Warner will talk about the use of volunteers in libraries.
- 3:30 pm - 5:00 pm GETTING CLOUT: LOCAL POLITICS AND LOBBYING FOR LIBRARIANS
--Speaker: Gretchen Hammerstein, Director, Groton Public
Library, Groton, Connecticut
An active participant in the Connecticut political arena,
Ms. Hammerstein's topics will include: political profiles,
power structures, latent politics and guerilla warfare.
- 5:15 pm - 6:00 pm PRESIDENT'S SPEAKER - R. KATHLEEN MOLZ, Ph. D.
Dr. Molz is the Melvil Dewey Professor of Library Services
at Columbia University. She will address the effect of
federal programs on library systems and networks and the
growing importance of cooperative groups.
- 6:00 pm - MEMBERSHIP COCKTAIL PARTY

TUESDAY, November 17

- 8:15 am - 2:00 pm REGISTRATION - VISIT THE EXHIBITS
- 9:00 am - 10:30 pm CURING YOUR ILL'S: INTERLIBRARY LOANS - AUTOMATION,
PERSONNEL AND NETWORKING
--Speakers: Carolyn Waite, NELINET; Sylvia Krausse,
Reference and ILL Librarian, University Library,
URI; Matthew Higgins, R.I. Department of State
Library Services; Christine S. Babcock (moderator),
Naval War College Library
Sponsored by the Junior Members Round Table. A panel
discussion of contemporary issues in Rhode Island interlibrary
loan services.

TUESDAY, November 17 (continued)

- 9:00 am - 10:30 am WHAT'S UP DOC? POPULAR GOVERNMENT DOCUMENTS
--Speaker: Carol Watts, Depository Library Inspector, U.S. Government Printing Office
Sponsored by CRIARL Government Documents Committee.
A speech on the topic of access to government information, emphasizing popular documents and what they can do for your library, how to live with microfiche, and acquisitions.
- 10:30 am - 11:00 am VISIT THE EXHIBITS
- 11:00 am - 12:30 pm BUSINESS MEETING
- 12:30 pm - 2:00 pm LUNCHEON
- 2:00 pm - 3:30 pm PLAYING THE FIELD: CHOICES IN AUTOMATED CATALOGING
--Speakers: William Bergeron, Technical Services Librarian, Cranston Public Library; Carol Hryciw, Head of Technical Services, Adams Library, R.I. College; JoAnn Fuchs, Coordinator of Technical Services, Pawtucket Public Library
A panel on options in automated cataloging: OCLC, MINI MARC and the Boston Public Library Cooperative Cataloging System.
- 2:00 pm - 3:30 pm SHORT, SHORTER, SHORTEST: FILMS TO START, END AND FILL-IN
--Speaker: Donna Barkman, Rhode Island Library Film Cooperative
Sponsored by the Rhode Island Library Film Cooperative.
The best of the short films in the Film Cooperative collection and how to use them.
- 4:00 pm - 5:00 pm FINDING RHODE ISLAND
--Speaker: Roger Parks, editor of Rhode Island volume, former Director of Research and Publications, Old Sturbridge Village
The creation of a bibliography of local histories will be the subject of Mr. Park's presentation. He is preparing the Rhode Island bibliography for the Committee for a New England Bibliography.
- 4:00 pm - 5:00 pm "LIBRARIES IN THE PURSUIT OF HAPPINESS" - ALA'S NEW PUBLIC RELATIONS FILM
Sponsored by the Public Relations Committee, the film will be shown, followed by a discussion and determination of whether or not the film would help public relations efforts in Rhode Island.

The following are descriptive paragraphs highlighting some of this year's major conference programs.

COMING IN OUT OF THE RAIN: THE UMBRELLA COMMITTEE REPORT

In slightly variant forms, the Umbrella Resolution on Governance has been endorsed by the Rhode Island Governor's Conference on Library and Information Services, 6-8 April 1979; by the State Advisory Council on Libraries and the Department of State Library Services in the Five-Year Long-Range Plan; and by the Conference to Develop Priorities for Library Service in Rhode Island in the Eighties, 27-29 October 1980. Under commission from the governing boards of the Rhode Island Library Association and the Consortium of Rhode Island Academic and Research Libraries, Dick Olsen, Jim Giles, and Dan Bergen produced a legislative draft of the Resolution in June of 1981. This draft has been presented to the Association and to the Consortium. The 1981 Annual Conference of the RILA provides an appropriate occasion for the general membership of the Association to discuss its contents. It is expected that the draft, when thoroughly discussed and amended, will form the basis for a bill to be introduced in the 1982 session of the Rhode Island General Assembly.

The Umbrella Resolution on Governance would create a Department of State Library, Archives, and Information Services governed by an eleven-member Board of Commissioners. The Department, administered by a Director, will consist of a Division of State Library Services, a Division of Archives and Records, and a Division of State Information Services, each managed by a Deputy Director. The Division of State Library Services will consist of the present Department of State Library Services, the Division of Archives and Records of the State Archives, the State Records Center, and the Court Records Center, and the Division of State Information Services of the State Library, the State Law Library, and the State Documents Distribution System. The Director and the three Deputy Directors will be appointed by the Board. The Board, which will make budgetary and other policy for the Department, shall consist of seven members appointed by the Governor, one from each of the five Interrelated Library Regions and two at-large members, one of whom will be a librarian and the other a public library trustee. The remaining four voting members of the Board will be the Senate Majority Leader, the Speaker of the House, the Chief Justice of the State Supreme Court, and the Secretary of State, or their designees. The Director of the Department will serve as a non-voting member of the Board. After a staggered start, the gubernatorial appointees to the Board will serve three-year terms, with the possibility of reappointment. For the purpose of appointing the Director of the Department the Governor will serve as a voting member of the Board of Commissioners. The Chairperson of the Board will be appointed by the Governor. While the Board would have the power to adopt standards for accreditation and certification, it would be prohibited from operating, administering, or managing any library or information service which is the responsibility of a municipality.

The purpose of the Umbrella Resolution on Governance is to enhance the efficiency and effectiveness of the provision of library and related services to Rhode Islanders.

(MONDAY, November 16, 9:00 am - 10:00 am)

PARDON ME, ARE YOUR RECORDS SHOWING? (WE'LL NEVER TELL)

DID YOU KNOW that under the present Rhode Island Public Records law, library circulation records could be available to anyone??? FBI examination of accused presidential assassin John B. Hinckley's reading choices has recently spotlighted the issue of confidentiality of library records. (In Hinckley's case, an overanxious librarian actually alerted the FBI to the availability of such information.) At present, only nine states include exemptions to their statutes which would prevent library records from being seized in a similar manner.

As part of their efforts to gain protection for the rights of Rhode Island library patrons by passage of an exemption in the Rhode Island Public Records law, the RILA Intellectual Freedom Committee has assembled a varied program of discourse and discussion for the topic of confidentiality of library records. Attorney Steve Erickson will speak out on Rhode Island laws and our rights to privacy. Connecticut's success in passing confidentiality legislation will be reported by Connecticut IFC Chair Sharon Plummer, while Steve Brown will relate the response of the ACLU to the confidentiality problem on a national level. Rhode Island legislators have been invited to respond to the issues, and URI's Professor Jon Tryon is sure to lead the interchange with his usual wit. Please join us for a spirited and informative session.
(MONDAY, November 16, 9:00 am - 10:30 am)

MICROCOMPUTERS ON A MINI BUDGET

Should there be a microcomputer in your library? This program will highlight the many uses of the microcomputer for all types of libraries. Varied uses for microcomputers, such as the storage of patron files, equipment inventories and book order information will be discussed. Considerations and alternatives in the purchase and uses for new technologies will round out the discussion.

The speakers for this program include librarians presently using and developing new uses for microcomputers in their libraries, as well as speakers with technical expertise in the capabilities of microcomputers.
(MONDAY, November 16, 11:00 am - 12:30 pm)

LIMITED ACCESS ONLY? - THE HANDICAPPED AND LIBRARIES

According to recent census, nearly one Rhode Islander out of five is handicapped by a significant disability - paralleling national statistics showing disabilities in 17 to 18 percent of the population. As public service institutions, libraries have a legal and professional obligation to ensure service to this special and substantial population. Service can encompass physical access or alternative media, and our panel will explore some of the attitudinal and practical solutions to blocked access. Esther Littell, as President of the Paraplegic Association of Rhode Island (PARI), has long been a vigorous advocate of full access for the disabled. As librarians working with and for the handicapped, the other panelists have a special empathy for the subject: Joan Carlson from the School for the Deaf; Richard LeDuc of DSLS; Debbie Barchi, RILA Bulletin editor and librarian at the Meeting Street School.
(MONDAY, November 16, 11:00 am - 12:30 pm)

SOMETHING FOR NOTHING? WHAT'S IN IT? FOR WHOM?

Alice Sizer Warner feels much has changed since the hey-day of mother-helpers and ladies bountiful, and yet much remains the same. As a volunteer, she organized libraries in over fifty Boston schools where libraries never before had existed. As a professional librarian, she designed a public library volunteer program for Beacon (New York), ran a seminar on management of volunteer programs for library directors in Delaware County (Pennsylvania), and lectured on volunteer program management to Boston (Massachusetts) area public librarians. She was co-author with Elizabeth Eddison of Volunteers in Libraries (R.R. Bowker, 1977, LJ Special Series no.2).

Alice Warner is librarian, writer, business woman, and volunteer. As a librarian, she consults with business and industry. As a writer, she recently published articles on how information brokers market and sell, and on how minicomputers are used in law libraries. In her business, the Information Guild, she coaches people starting businesses and teaches seminars on business ownership and financial management. As a volunteer, she balances checkbooks for retirees in Bridgeport, Connecticut.
(MONDAY, November 16, 2:00 pm - 4:00 pm)

GETTING CLOUT: LOCAL POLITICS AND LOBBYING FOR LIBRARIANS

The never-ending battle for truth, justice and library funds involves us all, and Gretchen Hammerstein is a natural leader in this crusade. After thirteen years in libraries, Ms. Hammerstein is now Director of the Groton Public Library and a noted lecturer on coping - successfully - with the holders of the purse-strings. If you would like some valuable hints on politicking (overt and covert action), come listen to this veteran guerrilla fighter.
(MONDAY, November 16, 3:30 pm - 5:00 pm)

THE FIRST ANNUAL PRESIDENT'S PROGRAM FEATURED SPEAKER, R. KATHLEEN MOLZ, PH.D.

Redmond Kathleen Molz is presently the Melvil Dewey Professor of Library Service at Columbia University. She received her M.A. in English at Johns Hopkins University, her M.A. in Library Science at the University of Michigan and her D.L.S. at Columbia University. The subjects on which she has written extensively for professional journals include: public policy as it affects library support, public library service and cooperative arrangements among libraries. Her extensive experience as well as her many achievements make her an extremely interesting and enlightening speaker. Please join us in welcoming her to our state!
(MONDAY, November 16, 5:15 pm - 6:00 pm)

CURING YOUR ILL'S: INTERLIBRARY LOANS - AUTOMATION, PERSONNEL AND NETWORKING

This program, sponsored by the Rhode Island Junior Members Round Table, will consist of a panel discussion of contemporary issues in Rhode Island interlibrary loan service. Carolyn Waite will lead off with a brief presentation of the OCLC Interlibrary Loan Subsystem as well as an explanation of the new enhancements which are now being developed for 1982. Matthew Higgins will then discuss the issue of resource sharing in Rhode Island with particular emphasis on the comparison of our current hierarchical network and the possibility of an automated network which would offer a more distributive arrangement. The final phase of the program will center on personnel utilization in interlibrary loan service.

Christine Babcock will explain the results of her 1980 survey of CRIARL libraries concerning this issue. Sylvia Krausse will discuss staffing patterns in various types of libraries as well as the impact of the OCLC Interlibrary Loan Subsystem on personnel functions. It is anticipated that a lively discussion will follow the panel presentations.
(TUESDAY, November 17, 9:00 am - 10:30 am)

PLAYING THE FIELD: CHOICES IN AUTOMATED CATALOGING

A panel discussion and audio-visual presentation of NELINET/OCLC, Informatic's MINI MARC and the Boston Public Library Cooperative Cataloging System as used in three Rhode Island libraries. After a brief introduction to each system, work flow, staffing, costs and projections for the future will be discussed. Questions and discussion will follow the presentations.
(TUESDAY, November 17, 2:00 pm - 3:30 pm)

FINDING RHODE ISLAND

The Committee for a New England Bibliography has selected Rhode Island as the next subject for its series of historic bibliographies (sponsored by the National Endowment for the Humanities). Roger Parks, formerly Director of Research and Publications at Old Sturbridge Village is the editor of this long-needed volume, and eager to meet those librarians he will soon be visiting on his professional quest. Join him for a preview of the project and the man.
(TUESDAY, November 17, 4:00 pm - 5:00 pm)

RHODE ISLAND LIBRARY ASSOCIATION
Annual Conference, November 16 and 17, 1981
Sheraton-Islander Inn, Newport

HOTEL REGISTRATION FORM

SHERATON-ISLANDER INN
Goat Island, Newport, R.I. 02840

NAME _____

ADDRESS _____

Please reserve: _____ Single occupancy room \$45.00 plus tax
_____ Double occupancy room \$52.00 plus tax

Arrival date _____ Time of arrival _____ am - pm

Departure date _____

Number of persons _____

Room reservations not held after 6 p.m. unless secured with deposit
Send before October 26, to: Reservation Department
Sheraton-Islander Inn
Goat Island
Newport, RI 02840 (849-2600)

RHODE ISLAND LIBRARY ASSOCIATION
Annual Conference, November 16 and 17, 1981
Sheraton-Islander Inn, Newport

CONFERENCE PREREGISTRATION

Pre-registration form due by November 2, 1981

NAME _____

TITLE/POSITION _____

AFFILIATION _____ (for name tag)

ADDRESS _____

FEES: Please check appropriate boxes:

MEMBERS: Two days \$10.00
One day \$ 5.00 Monday ☐ Tuesday ☐

NON-MEMBERS: \$15.00 Please indicate which day(s)
Monday ☐ Tuesday ☐

LUNCHEONS: Monday, Buffet lunch ☐ \$6.50

Tuesday, Buffet lunch ☐ \$6.50

TOTAL ENCLOSED \$ _____

(Registration fees at the Conference for members: \$6.00 per day, \$12.00 for two days)

MAKE CHECKS PAYABLE TO Rhode Island Library Association

SEND REGISTRATION FORM AND PAYMENT TO: Pat Thibodeau
Health Sciences Information Center
Women & Infants Hospital
50 Maude Street
Providence, Rhode Island 02908

THE RHODE ISLAND LIBRARY ASSOCIATION CONSTITUTION

as revised in 1977

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ARTICLE I. NAME

This organization shall be called "The Rhode Island Library Association."

ARTICLE II. OBJECTIVE

The objective of the Association shall be to promote library and information services in the State of Rhode Island and encourage interest in libraries, information centers and librarianship.

ARTICLE III. MEMBERS

Section 1. The membership shall consist of Active, Institutional, Honorary, Life and Affiliate members.

Section 2. Active member: Any person currently engaged in library and information work or formerly engaged in library and information work, or any member, past or present, of a library and information center, governing or advisory body, or any student in or graduate of a school a school of library and information science, may become an Active member upon payment of dues as provided in Article IX, and shall have the right to vote and hold office.

Section 3. Institutional member: Any institution or library active in library and information service in Rhode Island may become a member upon payment of dues as provided in Article IX.

Section 4. Honorary member: Any individual nominated by the Executive Board and selected by the membership shall be an Honorary member and shall enjoy all the privileges of an active member except the right to vote and to hold office.

Section 5. Life member: Any individual who has been a Life member before October 20, 1966, shall continue to enjoy all privileges of an active member, and shall be exempt from the payment of dues.

Section 6. Affiliate member: Any firm, person or institution interested in library and information work, and not eligible under Section 2 or 3 above, may become an Affiliate member upon payment of dues as provided in Article IX, and is entitled to all privileges of the Association except the right to vote and hold office.

ARTICLE IV. EXECUTIVE BOARD

Section 1. The Executive Board shall consist of the officers of the Association, the immediate past-President, the ALA Councilor, the NELA Councilor and the members at large. Members of the Executive Board shall serve until their successors are elected.

THE RHODE ISLAND LIBRARY ASSOCIATION CONSTITUTION

draft proposal 1981

ARTICLE I. NAME

This organization shall be called "The Rhode Island Library Association."

ARTICLE II. OBJECTIVE

The objective of the Association shall be to promote library and information services in the State of Rhode Island and to encourage interest in libraries, information centers, and librarianship.

ARTICLE III. MEMBERS

Section 1. The membership shall consist of Active, Institutional, Honorary, Life, and Affiliate members.

A. Active member: Any person currently engaged in library and information work or formerly engaged in library and information work, or any member (past or present) of a library and information center, governing or advisory body, or any student in or graduate of a school of library and information science, may become an Active member upon payment of dues as provided in Article VIII and shall have the right to vote and to hold office.

B. Institutional member: Any institution or library active in library and information service may become a member upon payment of dues as provided in Article VIII. An institutional member shall not have the right to vote.

C. Honorary member: Any individual nominated by the Executive Board and selected by the membership shall be an honorary member for a specified period of time to be determined by the Executive Board. An honorary member shall enjoy all the privileges of an active member except the right to vote and to hold office, and shall be exempt from the payment of dues.

D. Life member: Any individual who has been a life member before October 20, 1966, shall continue to enjoy all the privileges of an active member, and shall be exempt from the payment of dues.

E. Affiliate member: Any person, firm, or institution interested in library and information work, and not eligible under A or B above, may become an affiliate member upon payment of dues as provided in Article VIII, and is entitled to all the privileges of the Association except the right to vote and to hold office.

ARTICLE IV. OFFICERS AND EXECUTIVE BOARD

**Please note: Articles IV & V are combined in the draft proposal.
Section 1. The officers of the Association shall be the President, Vice-President/President Elect, Treasurer and Secretary. The duties of the officers shall be those which usually pertain to their offices.

Section 2. Executive Board

A. The Executive Board shall consist of the officers of the Association, the immediate Past-President, the ALA Councilor, the NELA Councilor, and the Member at Large. Members of the Executive Board shall serve until their

Section 2. The Executive Board may employ staff to carry out the purposes, policies and programs of the Association.

Section 3. The Executive Board shall meet at least ten (10) times each year at the call of the President.

ARTICLE V. OFFICERS AND DUTIES

Section 1. Officers.

- (a) The officers of the Association shall be the President, Vice-President/President Elect, Treasurer and Secretary.

Section 2. Duties.

- (b) The President shall perform the regular duties of the office. In consultation with the Executive Board, the President shall appoint, annually, the chairperson of the standing committees. In consultation with the President, the respective chairperson shall appoint members of each committee.

ARTICLE VI. NOMINATIONS AND ELECTIONS

Section 1. Nominations.

- (a) The nomination committee shall submit two (2) candidates for the offices of Vice-President/President Elect, Secretary, Treasurer and Executive Board member-at-large. Every other year the nominating committee shall submit two (2) candidates for the Office of New England Library Association Councilor. Every fourth year the nominating committee shall submit two (2) candidates for the office of American Library Association Councilor.

Section 2. Election Procedure.

- (a) Election shall be by mail ballot, and a majority vote shall elect.
- (b) Each active and life member shall receive a ballot four (4) weeks prior to the Annual Meeting.
- (c) Ballots shall be returned two (2) weeks prior to the Annual Meeting.
- (d) The newly elected officers shall take office at the close of the Annual Meeting.

Section 3. Vacancies.

- (a) The Executive Board shall fill vacant offices by a majority vote using a secret ballot until elections are held.
- (b) The Vice-President shall complete the unexpired term of President in case of a vacancy in that office. If the Vice-President is unable to serve in this or his own capacity, the nominating committee shall present names of candidates for either

successors are announced at the end of the annual business meeting.

B. The Executive Board may employ staff to carry out the purposes, policies and programs of the Association.

C. The Executive Board shall meet at least ten (10) times each year at the call of the President.

ARTICLE V. NOMINATIONS AND ELECTIONS

Section 1. Nominations.

A. The Nominating Committee shall submit annually two (2) candidates for each of the offices of Vice-President/President Elect, Secretary, Treasurer and Executive Board Member at Large. Every other year the Nominating Committee shall submit two (2) candidates for the office of New England Library Association Councilor. Every fourth year the Nominating Committee shall submit two (2) candidates for the office of American Library Association Councilor.

B. Nominees must be members in good standing.

C. An individual may be nominated for re-election, but may serve no more than three (3) full terms per office.

Section 2. Election Procedures.

A. Election shall be by mail ballot, and a majority vote shall elect.

B. Each active and life member shall receive a ballot four (4) weeks prior to the annual meeting.

C. Ballots shall be returned two (2) weeks prior to the annual meeting.

D. The newly elected officers shall take office at the close of the annual meeting.

Section 3. Vacancies.

A. The Executive Board shall fill vacant offices by a majority vote using a secret ballot.

B. The Vice President shall complete the unexpired term of the President in case of a vacancy in that office. If the Vice-President is unable to serve in this capacity, the Nominating Committee shall present names of candidates

office to the Executive Board. Either officer shall be elected by a majority of the membership voting at the next regular business meeting.

- (c) The nominating committee shall present names of candidates to the Executive Board for other offices left vacant.

ARTICLE VII. MEETINGS

Section 1. The Association shall hold at least two meetings each year, one of which shall be the Annual Meeting to be held in the Fall.

Section 2. Ten (10) percent of the voting members shall constitute a quorum for the transaction of business.

Section 3. Meetings shall be conducted according to ROBERT'S RULES OF ORDER (current edition). A parliamentarian shall be appointed by the President for all business meetings.

ARTICLE VIII. RIGHT OF PETITION

Section 1. Voting at Annual Meeting

- (a) The membership of the Association may petition the Executive Board to place an item of business before the entire membership at the Annual Meeting. This petition must have twenty (20) signatures of voting members and be presented to the Executive Board sixty (60) days before the Annual Meeting.

Section 2. Balloting by Mail.

- (a) The following procedure shall be the method for balloting by mail. The membership of the Association may petition the Executive Board to place on a mail ballot an item of business for the entire membership to vote on. This petition must have twenty (20) signatures of voting members and be presented to the Executive Board. The Executive Board will conduct the balloting.
- (b) Ballots shall be mailed on the 120th and 240th day after the Annual Meeting.
- (c) For a petition to succeed a simple majority of ten (10) percent of voting members shall be required.

to the Executive Board, who shall elect a President to serve for the duration of the term of office.

- C. For other vacancies in elective office the Nominating Committee shall present names of candidates to the Executive Board, who shall elect officers to serve for the duration of the term except when the unexpired term exceeds one year. In that case, the person elected will serve to the close of the next annual meeting and the election procedures in Article V, Sections 1 and 2 shall be followed.

ARTICLE VI. MEETINGS

Section 1. The Association shall hold an annual meeting.

Section 2. Ten (10) percent of the members eligible to vote shall constitute a quorum for the transaction of business at an Association meeting.

Section 3. Meetings shall be conducted according to Robert's Rules of Order (current edition). A parliamentarian shall be appointed by the President for all business meetings.

ARTICLE VII. RIGHT OF PETITION

Section 1. Voting at the Annual Meeting

- A. The membership of the Association may petition the Executive Board to place an item of business before the membership at the annual meeting. This petition must have twenty (20) signatures of voting members of the Association and be presented to the Executive Board at least sixty (60) days before the annual meeting.
- B. The text of a petition and the signatories of the petition shall be published in the RILA Bulletin or mailed to the membership prior to the annual meeting.
- C. For a petition to succeed a simple majority shall be required, provided that at least ten (10) percent of the eligible members vote.

Section 2. Voting by Mail.

- A. The membership of the Association may petition the Executive Board to place on a mail ballot an item of business for a vote of the entire membership. This petition must have twenty (20) signatures of voting members of the Association and be presented to the Executive Board at least sixty (60) days before the mail vote. The Executive Board will conduct the balloting.
- B. The text of the petition and the signatories of the petition shall be included in the mailing.
- C. For a petition to succeed a simple majority shall be required, provided that at least ten (10) percent of the eligible members vote.

Section 3. Text of Petition.

- (a) The text of a petition and the signatories of the petition shall be published in the RILA Bulletin when the item for business is scheduled for a vote at the Annual Meeting.
- (b) The text of the petition and the signatories of the petition shall be included in the mailing when the item of business is placed on a mail ballot.

ARTICLE IX. DUES AND FINANCES

Section 1. Dues.

- (a) The annual dues for voting and non-voting members shall be recommended by the Executive Board for approval by the membership at the Annual Meeting.
- (b) Dues shall be due and payable in July of each year and delinquent in August.
- (c) If dues are not received by or at registration at the Annual Meeting, membership in RILA shall be forfeited.

Section 2. Fiscal Year.

- (a) The fiscal year of the Association shall begin July 1 and end June 30 of the successive year.

ARTICLE X. COMMITTEES

Section 1. Standing Committees: The following shall constitute the standing committees of the Association, the structure, authority, purpose and responsibilities of each being determined and stated in writing annually by the Executive Board for the chairperson and committee members thereof.

Conference Committee.

- (a) To plan programs and make all arrangements for the meetings of the Association while also encouraging and assisting the members in any programs of their own devising. The chairperson of this committee will also be appointed to serve on the Continuing Education Committee.

Constitution and By-Laws Committee.

- (a) To interpret, review and propose changes for the Constitution.

Continuing Education Committee.

- (a) To develop and implement a concrete program of continuing education for all library personnel throughout the State. The chairperson of this committee will also be appointed to serve on the Conference Committee.

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ARTICLE VIII. DUES AND FINANCES

Section 1. Dues shall be due and payable in July of each year and delinquent in September. If dues are not received in September, the privileges of membership shall be forfeited.

Section 2. Changes in Dues Structure

- A. Changes in the dues structure shall be recommended by the Executive Board for approval by the membership at the annual meeting or by mail ballot.
- B. Proposed changes in the dues structure will be published in the RILA Bulletin prior to the annual meeting or included in a mail ballot.
- C. A two-thirds majority vote shall be required in order to change the dues structure, provided that at least ten (10) percent of eligible members vote.

Section 3. The fiscal year of the Association shall begin July 1 and end June 30 of the successive year.

ARTICLE IX. COMMITTEES

Section 1. The President, in consultation with the Executive Board, shall appoint standing and other committees and designate the chair of each committee.

Section 2. Standing Committees

- A. The following shall constitute the standing committees of the Association: Conference, Membership, Nominating, and Publications.

Government Relations Committee.

- (a) To sponsor and work towards passage of legislation benefiting libraries and library personnel through the State.
- (b) To educate the membership as to the importance of political activity.

Intellectual Freedom Committee.

- (a) To safeguard the rights of librarians and information specialists and library and information center users, in accordance with the U.S. Bill of Rights and the ALA Bill of Rights.

Membership Committee.

- (a) To attract new members and recommend ways of maintaining paid-up membership in the Association.

Outreach Committee.

- (a) To provide guidance and formulate directions for libraries and individuals concerned with outreach programs.

Personnel Committee.

- (a) To establish procedures to protect employment rights, and to define the employment responsibilities of Rhode Island library and information center personnel.

Public Relations Committee.

- (a) To promote libraries, librarians and library education locally, regionally and nationally.

Rhode Island Library Association Bulletin Committee.

- (a) To publish news and discussion of all issues of local, state, and national interest to Rhode Island public, school, academic and special librarians and libraries.

Trust Committee.

- (a) To work with Trustees in a continuing effort to help achieve excellence in library and information service.

Section 2. Nominating and special committees shall be appointed by the Executive Committee.

Section 3. In order to ensure efficiency and good communications among its members, no committee shall exceed ten (10) members except under exceptional circumstances for a limited time period. The committee chair has the autonomy to choose members and the number of members.

Section 4. Committees shall consist of Librarians and information specialists, Technical Assistants (or clerical assistants), students and Trustees, and shall be drawn from public, academic, school and special libraries and information centers. Each member shall be a representative of one or more of the above categories.

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- B. The President, in consultation with the Executive Board, shall provide an annual written statement delineating the responsibilities of each standing committee.

Section 3. The President, in consultation with the Executive Board, shall appoint, designate the chair, and fix the charge of other committees as needed to conduct the business and carry out the purpose of the Association.

Section 4. In order to ensure good communication among its members no committee shall exceed ten (10) members unless approved by the Executive Board. The Committee chair has the autonomy to select the members and to determine the size of the committee. An attempt shall be made to have committee composition be representative of the Association membership.

1 Section 5. Appointments to committees shall be for two (2) years,
unless determined otherwise by the Executive Board. No member may serve
9 more than four (4) consecutive years on the same committee. To
provide for continuity half the members shall be appointed each year.

7 Section 6. Each committee chairperson shall submit progress reports
or minutes of the committee's activities to the President of the
7 Association and/or his/her designate prior to each meeting of the Executive
Board. Each chairperson shall also submit to the Executive Board a
C written annual report of their committee's activities throughout the year.
Additional reports may be submitted by a committee or requested by the
O Board or the President of the Association.

N (b) Committee chairpersons may participate in meetings of the Executive
S Board but shall not have the right to vote.

I ARTICLE XI. ROUND TABLES

T Section 1. The Executive Board may authorize the organization as a
round table or assimilate as a round table an existing group of not
U less than 20 members of the association who are interested in the same
field of librarianship not within the scope of any committee upon the
petition by such a group.

T Section 2. Round tables may elect officers, charge annual dues and limit
I their membership. Any member of the association may become a member of any
O round table by complying with the requirements of membership.

N Section 3. The Executive Board may discontinue a round table when in
the opinion of the Executive Board the usefulness of that round table has
ceased or upon the recommendation of the round table itself.

ARTICLE XII. AFFILIATION WITH OTHER ASSOCIATIONS

Section 1. Affiliation with other associations may be made by a vote
of the majority of the members present at any annual business meeting
of the Association, provided that notice of the proposed affiliation
shall have been distributed to the membership at least thirty (30)
days prior to the meeting.

ARTICLE XIII. COUNCILORS

Section 1. ALA. The Rhode Island Library Association is a chapter
of the American Library Association and is entitled to one councilor.
The Councilor shall be elected by members of the Association who are
also members of the American Library Association and shall serve for
four (4) years, or until his/her successor is elected and qualified
and shall automatically serve as a member of the Executive Board.

Section 2. NELA. The Rhode Island Library Association is a chapter
of the New England Library Association and is entitled to one councilor.
The Councilor shall be elected by the Association and shall serve for
two (2) years, or until his/her successor is elected and qualified and
shall automatically serve as a member of the Executive Board.

Section 5. Appointments to committees shall be for two (2) years unless otherwise specified by the Executive Board. No member may serve more than four (4) consecutive years on the same committee.

Section 6. Committee Chairs

A. Each committee chair shall submit minutes of the committee's meetings to the President and/or another designated officer. Each chair shall also submit a written annual report to the Executive Board.

B. Committee chairs may participate in Executive Board meetings but shall not have the right to vote.

Section 7. The President and Vice-President are ex-officio members of all committees, but do not have the right to vote in committees.

ARTICLE X. ROUND TABLES

Section 1. The Executive Board may authorize the organization as a round table or assimilate as a round table an existing group of not less than 20 members of the Association who are interested in the same field of librarianship not within the scope of any committee upon the petition by such a group.

Section 2. Round tables may elect officers, charge annual dues and limit their membership. Any member of the Association may become a member of any round table by complying with the requirements of membership.

Section 3. The Executive Board may discontinue a round table when in the opinion of the Executive Board the usefulness of that round table has ceased or upon the recommendation of the round table itself.

ARTICLE XI. AFFILIATION WITH OTHER ASSOCIATIONS

Section 1. Affiliation with other associations may be made by a vote of the majority of the members present at an annual business meeting of the Association, provided that notice of the proposed affiliation and an explanation of the affiliation be distributed to the membership thirty (30) days prior to the meeting.

ARTICLE XII. COUNCILORS

Section 1. ALA. The Rhode Island Library Association is a chapter of the American Library Association and is entitled to one councilor. The Councilor shall be elected by members of the Association who are also members of the American Library Association and shall serve for four (4) years, or until his/her successor is elected and qualified and shall automatically serve as a member of the Executive Board.

Section 2. NELA. The Rhode Island Library Association is a chapter of the New England Library Association and is entitled to one councilor. The Councilor shall be elected by the Association and shall serve for two (2) years, or until his/her successor is elected and qualified and shall automatically serve as a member of the Executive Board.

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ARTICLE XIV. AMENDMENTS

The Constitution may be amended at any regular meeting by a two-thirds (2/3) vote of the members present and voting, provided that the proposed amendment has been submitted to the members at least thirty (30) days prior to the meeting.

The Library Bill of Rights, adopted in 1948 and last modified in 1967, was revised and approved by the ALA Council in January of 1980. The revised text rejects prejudice and discrimination based on sex and eliminates sexist pronoun usage. The new wording also reflects the idea that libraries now provide a wide range of materials and services requiring application of intellectual freedom principles. The revised version will be on the agenda for your approval at the Annual Business Meeting, November 17, 1981.

Jacquelyn Toy, IFC Chair

LIBRARY BILL OF RIGHTS JUNE 1948

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- The Council of the American Library Association reaffirms its belief in the following basic policies which should govern the services of all libraries.
1. As a responsibility of library service, books and other library materials selected should be chosen for values of interest, information and enlightenment of all the people of the community. In no case should library materials be excluded because of the race or nationality or the social, political, or religious views of the authors.
 2. Libraries should provide books and other materials presenting all points of view concerning the problems and issues of our times; no library materials should be proscribed or removed from libraries because of partisan or doctrinal disapproval.
 3. Censorship should be challenged by libraries in the maintenance of their responsibility to provide public information and enlightenment.
 4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
 5. The rights of an individual to the use of a library should not be denied or abridged because of his age, race, religion, national origins or social or political views.
 6. As an institution of education for democratic living, the library should welcome the use of its meeting rooms for socially useful and cultural activities and discussion of current public questions. Such meeting places should be available on equal terms to all groups in the community regardless of the beliefs and affiliations of their members, provided that the meetings be open to the public.

ARTICLE XIII. PARLIAMENTARY AUTHORITY

The rules contained in the current edition of Robert's Rules of Order shall govern the Association in all cases to which they are applicable and in which they are not inconsistent with this constitution.

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ARTICLE XIV. AMENDMENTS

The constitution may be amended at any business meeting of the Association by a two-thirds (2/3) vote of the members present and voting, provided that the proposed amendment has been submitted to the membership at least thirty (30) days prior to the meeting.

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LIBRARY BILL OF RIGHTS
JANUARY 1980

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services.

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1. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
2. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
3. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
4. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
5. A person's right to use a library should not be denied or abridged because of origin, age, background, or views.
6. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.

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Hitting the MARC:
Cataloging and Conversion in Cranston
by
William L. Bergeron

"...all things, their gear and tackle
and trim.

All things counter, original, pare, strange."

Pied Beauty

Gerard Manley Hopkins relished variety.

I suspect he never had to do a cost study.

The Central Library, now under construction in Cranston, will open early in fiscal 1983 with a half-capacity collection of fifty thousand book and audio-visual items. Preparing this amount of material for the shelves requires six times the productivity of the library's cataloging and processing services in the current fiscal year.

The library's capital budget, funded by the sale of bonds approved in 1978, will pay for the acquisition of an automated circulation system. Capital funds, however, cannot be used for the cost (primarily labor) of converting the holdings records of the new facility into machine-readable form. Since the money for this expense must come from the annually appropriated operating budget, news of budget tightening, inflation, and the demise of the CETA program caused us to investigate the available alternatives for cataloging, processing and conversion.

As in many other public libraries, our technical services combined pre-processed materials with original cataloging and in-house processing. We had been using Sears subject headings and the latest editions of Dewey for some years. We had not, however, been successful in bringing older holdings into line with new authorities. Then came AACR2. The trend-setters at the Library of Congress had changed the styles and any new store-bought cataloging would not coordinate with our current wardrobe of entries. We had considered converting to L. C.'s subject headings even before the new facility was approved, and the building of a new catalog for this library's collection provided us the opportunity for a fresh start in this and other authorities.

It was decided to produce a card catalog in lieu of going to the expense of maintaining a COM or fiche catalog and in lieu of an on-line catalog requiring more terminals and software than we could afford in the capital budget. We did hope that an on-line catalog could be implemented in the future.

The amount of information required in an automated circulation system record is the minimum data needed to identify an item, i.e. author, title, call number, copy data, etc. Although subject, joint author, and other added entries would not be required immediately, some conversion options produced this information in their basic operations. Because some options would help avoid future costs of an on-line catalog, the cost of producing a full machine-readable cataloging record was projected for all options.

We hoped to decide on a circulation system early enough this fiscal year to include circulation system data in the machine-readable record, making it possible to load all the information through an interface and eliminate handling materials twice: once for cataloging and once for entry into a circulation system.

Five alternatives were chosen. In response to trustees' questions, the MINI MARC alternative was projected individually in terms of purchase, lease/purchase, and rental, increasing the number of alternatives to seven. All non-repetitive costs were included. Staffing for all systems presupposed one full-time equivalent (FTE) cataloger and one FTE library assistant already on the Cranston staff. The labor cost of filing the catalog cards was excluded from the final tabulation, although an adjustment was made for OCLC cataloging batches coming in ready-to-file order. The costs of the alternatives was projected over five years. This gave the administration a chance to see the normal operating costs of all the options since the lease/purchase of the MINI MARC was a four-year plan. Inflation factors were eight percent per year for labor and ten percent per year for equipment and services.

"All things counter, original, spare, strange," the poet said!

I must admit to enjoying the discovery of possibilities in each approach and the construction of various price models from thirty-five factors, ranging from catalog cards to book cover jackets, to keyboarding services across seven possible systems, with each factor varying at eight to ten percent over five years. It felt something akin to playing chess with Mr. Spock on the Enterprise! The final report was condensed to five categories to make the official presentation more manageable.

THE ALTERNATIVES

1. Expanding current practice would maintain the 55/45 ratio of pre-processed materials to in-house processed materials. Card production in-house would continue to run on our Xerox 4000 copier. Our book jobbers would provide magnetic tapes of our cataloging (i.e., done according to our profile) for about twenty-one cents per record. To produce a similar record of our in-house cataloging, a keyboarding service was determined to be our best choice to produce the least expensive tape record from our shelf list. Circulation system data (e.g., bar code number or OCR identifiers) could be added to the shelf list when these records were reviewed for completeness and included in the keyboarded record. Circulation data would have to be added to the records we received from our book jobber. The two tapes would then be interfaced with the circulation system by the circulation system vendor. One drawback to this approach is that the database of the book jobbers (indeed, all LC-MARC based databases) includes classification numbers assigned when the book was cataloged. Updating call numbers from various editions of DDC would have to be done after the cards were received (with blank call numbers) and then added to the circulation system on-line. The biggest cost of this alternative is labor, which we would find difficult to fund.

2. Informatic's MINI MARC is a micro/minicomputer based system that uses diskettes (floppy disks) to hold both the complete LC-MARC database and the records produced by the system. Composed of a keyboard, CRT, printer and disk drives, it produces catalog card sets, label sets, and machine-readable records. The system also prints out the LC-MARC record for an item on plain paper so

that a cataloger can change the content of the record off-line and any operator can enter the changes later. A study done of the titles destined for the new facility indicated that at least two-thirds of them were published since the MARC project began in 1968. The database also contains significant older titles. Circulation system data could be included in any record, even if the record was entered into the cataloging system before the circulation system was implemented. This control of our local record recommended this system over producing catalog data once and adding circulation data at a later time. The charge quoted for setting up records for interface was three thousand dollars.

The biggest cost in this option is the system itself, listing at the time of the study, at \$52,750. This one-time cost could be spread over four years through a leasing company contract. (The interest rate was fifteen percent in early July.) Rental, which includes database updates in the service, is the third MINI MARC option.

3. The Cooperative Cataloging Program of the Boston Public Library is a new entry in the field. Costs were based on an interview with Joanne Fuchs, Coordinator of Technical Services at Pawtucket Public Library.

At the time of the study, cards were ordered on forms mailed to Boston. In the mail-in system, access is by LC card number only (as with MINI MARC), and the only option for changing the record is the local call number. This does present a major advantage over adding the desired call number after cards are received (as in option number one above). Circulation system information may be included in the record and a tape may be produced for cataloging purchased from the system. The circulation system vendor must supply the interface to load the tape data into the system. Access can be on-line through a local (in-house) terminal, providing further options for manipulating database records. I expect substantial growth of the database and other enhancements to the system. Clerical costs involved in this mail-in system add to the total labor amount.

At the time of the study, the system was just beginning to add on-line members from outside Boston. We made no direct approach to the system to use its services for our high-volume project with serious time constraints. Costs here, then, are more speculative than those for other alternatives, but the results invite attention to this system's development. The factors most persuasive in not choosing this option were the system's recent vintage and the increased local control given by MINI MARC and NELINET/OCLC.

4. NELINET/OCLC is familiar to many Rhode Island librarians thanks to its continued involvement in library development and to a number of articles in previous RILA Bulletins. It is an on-line service through which the user calls up records on a terminal, manipulates the data to fit local practice, and orders catalog cards and label sets made up from the revised records. Its major advantage is its enormous database -- more than four times the size of the LC-MARC database. Tapes may be produced from the revised records and may include circulation data. The interface with circulation systems is costly and complex. The biggest single cost is the accumulated service charge for first time uses (FTUs) of database records for cataloging. Costs were projected on the basis of a reclassification project (a lower rate) for half the new collection and at the full rate for those materials bought new for the central library's collection. (Before the final commitment was made and after the presentation of this study to the board of trustees, OCLC revised its rate schedules and a new set of costs was projected. In our case, the costs of an OCLC project were reduced, but not significantly enough to change my recommendation.)

5. Brodart TECH/SERV offers retrospective cataloging, in the form of kits, and tape records for current pre-processed purchases. Tape records are not available for cataloging purchased only in kits, so that half of the new library's collection -- branch withdrawals, donations, and gifts -- would require tape entries to be jobbed out as in option one above. The system could generate about ninety percent of the catalog cards needed, so a conversion aided by this system would achieve some measure of success in fulfilling the needs of our project. Brodart was chosen for study because Cranston buys most of its pre-processed books from that company.

Labor costs were increased in this case because information for the inside of the book is printed directly on the card and pocket stock. Spine labels are the only labels produced separately for the kits. Labor includes typing labels for books in an automated circulation system as well as the clerical costs for mailing, matching, and sorting lists of kits ordered.

Ultimately, the MINI MARC was chosen for Cranston's project. The cost advantage shows best in the fifth year's projected costs. Once the equipment for each system is no longer a factor, and once the interface for each system is on-line, the lower operating cost of the MINI MARC is apparent.

A second advantage, local control, arose from discussion of the contingencies which could need solution. For example, what would we do if sufficient volunteer help could not be gathered? Or what if the current labor budget were cut? With database, total system, and our machine-readable records all under local control, more options exist for modifying workflow and if necessary, for excluding some objectives from the current project which could be pursued at a later date.

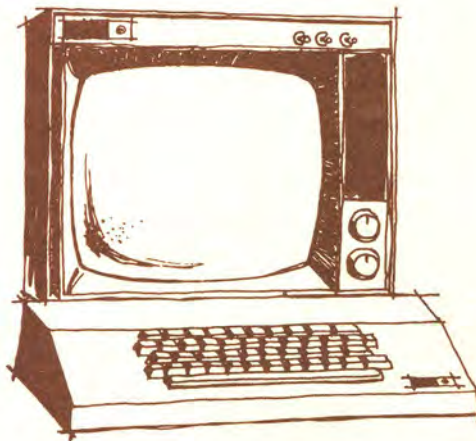
I had mentioned earlier that I enjoyed the discovery of possibilities in each alternative. All the company representatives and system customers I contacted were very willing to help by supplying information and in responding to specific conjectures concerning approaches to Cranston's projected program. At the risk of excluding some librarian who was as much a help, I list, and thank warmly, the following resource people from the professional community: Mary Harrington of DSLS for help on OCLC and MARC records, Carol Hryciw of Rhode Island College (OCLC), JoAnn Fuchs of Pawtucket Public Library (Boston Public's system and CLSI circulation system), Carol Rice of Howard County, Maryland Library (MINI MARC and CLSI) and Ed Briar of Providence Public Library who was working on his own records handling and cataloging study during the same period as the study.

Before referring to the charts, the reader is cautioned that the costs reflect this project only. Large shifts occur if major objectives are changed. For example, if conversion of records but no card production are required, NELINET/OCLC's basic service charge is considerably less. In another case, while Cranston hopes to carry the consistency of subject, classification, and entry authority through five more branches and over 130,000 volumes, a smaller, more enclosed collection could probably accomodate authority changes with less impact on user services and would find, consequently, fewer factors affecting the implementation of an automation project.

CATEGORIES OF COSTS

1. Labor - includes costs for assigning Cranston Public Library staff to in-house activities (original cataloging, jacketing, terminal operation, card production) and costs above normal workflow (special shelving of materials awaiting cards produced elsewhere, extra clerical or supervisory costs).
2. Services - includes costs for activities performed elsewhere (database subscriptions, preprocessing, purchased cataloging, keyboarding services, membership fees).
3. Equipment - includes capital acquisitions, leases, rentals, maintenance contracts, interest on lease/purchase.
4. Supplies - includes costs of non-hardware items (catalog cards, book labels, bar code labels, book cover jackets, tapes or diskettes).
5. Database entry - includes costs of generating full cataloging record in machine-readable form whether produced by machine, manually (in-house) or contracted.
6. Total - for each system reflects all nonrepetitive costs to attain the objectives of this study. However, the products of the alternatives will vary in quality according to our desires for consistent catalog content and collection browsing facility.

Note: Costs have been determined for the Central Library collection's planned development (50,000 volumes) and acquisitions each year of 9,000 volumes.



COSTS FOR
CRANSTON PUBLIC LIBRARY
CATALOGING AND PROCESSING MATERIALS
ALTERNATIVE METHODS

<u>1981/1982</u> (Includes Central Library)	LABOR	SERVICES	EQUIPMENT	SUPPLIES	DATABASE ENTRY (Full Record)	TOTAL
CURRENT PRACTICE	\$71,270	\$30,720	\$ 3,850	\$ 6,280	\$20,520	\$132,640
MINI MARC PURCHASE	\$12,380	\$13,600	\$60,050	\$14,620	0	\$100,650
MINI MARC LEASE/PURCHASE	\$12,380	\$13,600	\$23,840	\$14,620	0	\$ 64,440
MINI MARC RENTAL	\$12,380	\$10,000	\$27,760	\$14,620	0	\$ 64,760
BOSTON PUBLIC LIBRARY SERVICE	\$23,070	\$30,650	\$ 800	\$ 7,850	\$14,050	\$ 76,420
NELINET/OCLC	\$15,650	\$97,510	\$ 6,460	\$ 6,810	\$12,390	\$138,820
BRODART TECH/SERV	\$34,470	\$42,760	\$ 800	\$ 5,060	\$ 9,750	\$ 92,840
<u>1985/1986</u>						
CURRENT PRACTICE	\$21,490	\$ 5,010	\$ 240	\$ 1,890	\$ 6,600	\$ 35,230
MINI MARC PURCHASE	\$ 2,620	\$ 5,280	\$ 6,390	\$ 4,140	0	\$ 18,430
MINI MARC LEASE/PURCHASE	\$ 2,620	\$ 5,280	\$ 6,390	\$ 4,140	0	\$ 18,430
MINI MARC RENTAL	\$ 2,620	\$ 5,280	\$33,630	\$ 4,140	0	\$ 45,670
BOSTON PUBLIC LIBRARY SERVICE	\$15,310	\$ 4,740	0	\$ 2,660	\$ 3,040	\$ 25,750
NELINET/OCLC	\$ 2,160	\$27,500	\$ 90	\$ 2,680	\$ 2,760	\$ 35,190
BRODART TECH/SERV	\$15,310	\$ 8,210	0	\$ 1,200	\$ 3,040	\$27,760

Five-Year Totals

CURRENT PRACTICE	\$257,560	BOSTON PUBLIC LIBRARY SERVICE	\$170,600
MINI MARC PURCHASE	\$169,360	NELINET/OCLC	\$261,710
MINI MARC LEASE/PURCHASE	\$180,180	BRODART TECH/SERV	\$190,200
MINI MARC RENTAL	\$232,670		

Bill Bergeron is the Technical Services Librarian at Cranston Public Library.



CALENDAR

- October 6
(Tuesday)
RILA EXECUTIVE BOARD MEETING
Place: Providence Public Library
Time: 2-5 pm
- October 14
John Hay Library
Topic: Roberta Sautter, paper conservator at the John Hay Library, will lead a tour through that Library's new conservation laboratory.
Place: John Hay Library, Prospect and College Streets, Providence, RI
Time: 7:30 pm
- October 22
Topic: Public Speaking
Place: Providence Public Library, 150 Empire Street, Providence, RI
Time: 10:00 am, coffee at 9:30 am
Contact: Fran Farrell, 521-7722 Ext. 228
- October 26-28
PLA/NELA Workshop
Topic: Improving Planning Skills: A Closer Look at A PLANNING PROCESS
Place: Boston Marriott, Newton, Mass.
Contact: PLA/NELA Workshop, ALA, 50 East Huron Street, Chicago, Ill. 60611 by October 9, 1981 to pre-register.
- October 29
RI/JMRT MEETING
Topic: "Weird Tales" with Marc Michaud of the Necronomicon Press, West Warwick. Lovecraft, horror and fantasy genre.
Place: Museum of Rhode Island History at Aldrich House, 110 Benevolent Street, Providence, RI
Time: 7 pm
- November 5
RILA EXECUTIVE BOARD MEETING
Place: Rhode Island College
Time: 2-5 pm
- November 7
New England Archivists Workshop
Topic: Arrangement of Archives and Manuscripts.
Place: Bailey/Howe Library, University of Vermont, Burlington, VT
Time: 9:00 am - 4:00 pm
Fee: \$20 (includes information packet, coffee, doughnuts--lunch not included)
Contact: Connell Gallagher at (802)656-2138 by October 26 deadline.
- December 8
Government Relations Committee of RILA
Topic: To plan legislative strategy.
--All day meeting open to all. Look for more information in the November Bulletin.

program name:

AUTOMATION WEEK

sponsored by:

RHODE ISLAND DEPARTMENT OF STATE LIBRARY SERVICES
and
PROVIDENCE PUBLIC LIBRARY

prepared by:

DOROTHY B. FRECHETTE
SUPERVISOR OF MEDIA SERVICES
and
FRAN FARRELL
COORDINATOR, PRINCIPAL PUBLIC LIBRARY

program description:

A SERIES OF OPEN HOUSES TO DEMONSTRATE THE USE OF
AUTOMATION IN RHODE ISLAND LIBRARIES.

THIS PROGRAM WILL PROVIDE AN OPPORTUNITY TO ASK
QUESTIONS AND FIND OUT ABOUT CLSI, OCLC/NELINET,
MINI-MARC, APPLE, BELL & HOWELL, AND RADIO SHACK
MICROCOMPUTERS, PLUS DATA-BASE SEARCHING.

program date:

OCTOBER 26 - 30, 1981
MONDAY - FRIDAY

program options:

AUTOMATED CIRCULATION SYSTEM
CATALOGING SYSTEMS
DATA BASE SEARCHING
INTERLIBRARY LOAN
MICROCOMPUTERS

program details:

SCHEDULE TO BE PUBLISHED OCTOBER 5, 1981.

CONTACT FRAN FARRELL {521-7722}
OR DOROTHY FRECHETTE {277-2726}
FOR A COPY OF THE SCHEDULE AFTER OCTOBER 9.

program available to:

RHODE ISLAND LIBRARIANS, LIBRARY STAFF MEMBERS, AND TRUSTEES.

program release dates:

SEPTEMBER 15, 1981 {PRELIMINARY}
OCTOBER 5, 1981 {FINAL}



RILA SRRT HOTLINE

The RILA Bulletin editors ask local library employers in Rhode Island, Massachusetts, and Connecticut to send us news of upcoming openings at any level in their libraries. There is no advertising fee. Write or call Elizabeth Rogers, Providence Public Library, 150 Empire Street, Providence, RI 02908. Telephone (401) 521-7722.

Job-seekers desiring a copy of the most recent monthly Jobline may obtain one by sending a self-addressed, stamped envelope to the SRRT coordinator: Mary Frances Cooper, Providence Public Library, 150 Empire Street, Providence, RI 02908. In order for a job notice to appear in the Bulletin, it must be received before the 15th of the preceeding month.

Employers and job-seekers also have access to the New England Library Jobline, a free service of the New England Library Board. Employers call (207) 622-4733 to place a position announcement on the Jobline. Those interested in learning about open positions in New England, call (207) 623-2286. The Jobline is updated with a new tape each Friday.

LIBRARY ASSISTANT: (Part-time) Responsible for effective use of the library in the absence of Librarian or Associate Librarian. Bachelors degree or Graduate Library Science student preferred. Hours: Mon.-Fri. 5:30-10 p.m.; Sat. 8-5; Sun. 2-8. Hours may be shared. Call Personnel Office, (617)442-9010, Wentworth Institute of Technology, Boston, MA (Bost. Globe 8-23)

LIBRARIAN: Univ. of Connecticut Health Center Library; position is circuit rider librarian for Hartford area health education center. Duties: visit 6 sites on regular schedule; evaluate health science information needs of each site assist in development of appropriate core reference collections with primary responsibility for development and coordination of resource collections at the Hispanic health council and SAND; provide on-line computer searches via portable terminal. Qual.: MLS (ALA-accred.); course in medical librarianship; on-line computer searching capability; demonstrated commitment to public services; own transportation. Ability to speak Spanish preferred. Sal. \$13,000-15,000. Send letter of application to: Ralph D. Arcari, Health Care Library, University of Connecticut, Farmington, CT 06032 (Hart.Cour. 8-30)

LIBRARY WORKER: Part-time, 24 hours/week. Evenings and Saturdays required. General library duties, some typing \$4.18 per hour. Contact: Michele Folcarelli, Library Director, Cora J. Belden Library, 33 Church Street, Rocky Hill, CT 06067 (Hart.Cour. 8-30)

LIBRARY/MEDIA Middle School: Apply immediately. For application, call Dr. James Kent, Supt. of Schools, Marblehead, MA (617)631-0900, ext 140. (Bost. Globe 8-30)

CHILDREN'S LIBRARIAN: Full-time, MLS required; Experience desired. Sal.: \$10,851-12,103, depending on qualifications. Usual benefits. Send resume to Wallace L. Mason, Head Librarian, Richards Memorial Library, 118 North Washington Street, North Attleboro, MA 02760 (Bost.Globe 8-30)

HIGH SCHOOL LIBRARIAN: Effective September. Library certification required. Salary based on teachers' salary scale. Apply immediately in writing to: Joseph E. Joyce, Principal, Canton High School, 900 Washington Street, Canton, MA 02021 (Bost. Globe 8-30)

HEAD, TECHNICAL SERVICES: for busy suburban public library. Sal.: \$18,783-23,330 with usual benefits. Division has staff of 6 full-time, 8 part-time. OCLC cataloging with GEAC Circulation Systems. Responsibilities include cataloging, classification, acquisition and binding. Requirements include accredited MLS, at least two years' relevant experience, ability to plan, understanding of computer applications and good supervisory and communication skills. Send resume to: Denis M. Lorenz, Director, West Hartford Public Library, 20 South Main Street, West Hartford, CT 06107 (LJ 9-1)

ADULT SERVICES COORDINATOR: for progressive library seeking librarian with five years administrative experience who can communicate effectively with staff and the public. Will have administrative responsibility for circulation and reference departments. Requires knowledge or experience working with automated circulation system. Looking for someone who knows books, loves people, and can tinker with machines. MLS required. Sal.: \$17,000-18,250. Send letter of application with resume to: Lawrence A. Eaton, Director, Pawtucket Public Library, Pawtucket, RI 02860 (LJ 9-1)

SUBSTITUTE LIBRARY PERSONNEL: Woonsocket Public School System: Must be certified as Teachers of Library Science by R.I. Dept. of Education. Sal.: \$30.00 per day. Applications available from Louis Leveillee, Coordinator of Media Services, 350 Newland Avenue, Woonsocket, RI 02895 or phone (401)766-0770.

CHILDREN'S LIBRARIAN: Qual.: MLS plus one year public library experience, preferably in children's room. Knowledge of budgeting, cataloging and programming desirable. Send resume to: Mr. Dennis Clarke, Chairman, Screening Committee, C.H. Booth Library, 25 Main Street, Newtown, CT 06470 (Bos.Globe 9-13)

CORPORATE LIBRARIAN: Requires MLS; 6 years corporate library experience; 3 years in supervisory capacity; skills in providing general information and reference service; experience in design implementation of library automation systems. Sal.: \$20,000-25,000. Send resume to: Ralph E. Heckert, CPO A-11, Connecticut General Life Insurance Company, Hartford, CT 06152 (Hart.Cour. 9-13)

SCHOOL LIBRARIAN: to supervise 2 small collections and instruct Special Needs children and adolescents in use of library in residential treatment center in southern Berkshires. Send resume to: John B. Zola, P.O. Box 31, Southbridge, MA 02159 (Bost.Globe 9-13)

SCHOOL LIBRARIAN, ELEMENTARY: Full-time position, eligible for Connecticut certification. Send resume and references to: Personnel Office, Board of Education, Westport, CT 06880 (NYTimes 9-16)

CATALOG LIBRARIAN: Brown University Library; Temporary position available October 1, 1981-Sept. 30, 1982. Responsibilities include cataloging and classifying sheet music related to World War I. Qual.: MLS (ALA-Accred.); degree in Music and courses in American Civilization or 20th Century U.S. History; reading knowledge of 2 modern European languages; experience in music cataloging; knowledge of AACR and AACR2, LC classification and subject headings; knowledge of MARC format desired. Appointment range: \$14,600-18,300, based upon experience. Benefits include 12-month contract, 22 days vacation, TIAA-CREF. Send letter of application, resume and names of three references by Oct. 15, 1981 to: Gloria Hagberg, Brown University Library, Providence, RI 02912.

LIBRARIAN: Responsible for all aspects of daily operations of small public library. Qual.: MLS and at least one year experience. Sal.: \$11,300-12,300. Send resume and 3 letters of reference by Oct. 15 to: Search Committee, Booth & Dimmock Library, P.O. Box 128, Coventry, CT 06238 (NYTimes 9-20)

SOCIAL SCIENCES REFERENCE LIBRARIAN: Under supervision of Head of Reference Dept., will provide general reference assistance at Reference and Information Desk, give library instruction, and do computer literature searching. Depending upon qualifications, successful candidate may provide specialized reference service and select library materials in psychology and/or sociology. Depending on departmental needs, candidate may be asked to assist in coordination of literature search function. Must have MLS (ALA-accred.), 5 or more years of reference experience in university library including library instruction and computer literature searching, background in one of the behavioral sciences. Some experience in government documents reference work is highly desirable. Send resume and salary history to: Richard F. MacDonald, Personnel Manager, University of Massachusetts Library, Amherst, MA 01003 (NYTimes 9-20)

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